

**MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF JASPER  
FEBRUARY 9, 2010**

The Board of Public Works and Safety of the City of Jasper, Indiana, met in regular session on Tuesday, February 9, 2010, in the Council Chambers of City Hall located at 610 Main Street.

**CALL TO ORDER**

Presiding Officer Mayor William J. Schmitt called the meeting to order at 8:00 a.m.

**ROLL CALL**

Mayor William J. Schmitt	Present
Board member Thomas R. Schmidt	Present
Board member Ambrose 'Butch' Schitter	Present

Also present were Police Chief Douglas Tarvin, Street Commissioner Raymond Eckerle, City Engineer Chad Hurm, Personnel/Safety Director Charles Schneider, Building Commissioner David Seger, Fire Chief Kenneth Hochgesang, City Attorney Sandra Hemmerlein and Clerk-Treasurer Juanita S. Boehm.

Clerk-Treasurer Boehm announced that in order to have a quorum, a majority of the board members must be present. All board members were present; therefore, there was a quorum for the meeting.

**PLEDGE OF ALLEGIANCE**

Mayor Schmitt invited all those present to join him in reciting the Pledge of Allegiance.

**APPROVAL OF THE MINUTES**

The board members examined the minutes of the regular meeting held on January 26, 2010. Thereafter, a **motion** was made by Ambrose 'Butch' Schitter and seconded by Thomas Schmidt to approve the minutes as published. Motion carried 3-0.

**QUOTES FOR WEBSITE DESIGN**

City Attorney Sandra Hemmerlein said requests for proposals were distributed to three businesses asking them to submit a quote for website design for the Spirit of Jasper train.

Guy Friday Graphics-Michael Scherer sent an e-mail stating he could not meet the technical requirements, therefore, he will not submit a quote.

Sabra Media of Jasper, IN	No quote submitted
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Blind Acres Media from Columbus, OH	\$14,000.00
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Kurt Heim, Ticketing and Marketing Agent for the Spirit of Jasper, was asked to review the quote and come back with a recommendation before the meeting concludes.

## **GREATER DOWNTOWN JASPER BUSINESS ASSOCIATION FUN RUN**

Nina Faulk, representing the Greater Downtown Jasper Business Association, asked permission to hold the 5<sup>th</sup> Annual Fun Run on Saturday, April 3, 2010. The staging area is at the train depot. The route, which is the same as last year, starts at 4<sup>th</sup> and Main, travels north on Main to 15<sup>th</sup> Street, then east to the Riverwalk and finishes near the pavilion. The run will start at 8:00 a.m. and should be over no later than 11:00 a.m.

Faulk said they would like to use the train depot on Friday evening to set up and use it on Saturday morning. There was some discussion about the train depot availability due to a possible Ride and Dine train excursion on Friday night.

A **motion** was made by Mayor Schmitt and seconded by Ambrose 'Butch' Schitter to approve the request to use the Riverwalk and route for the Downtown Fun Run on April 3, 2010 starting at 7:00 a.m. and roughly concluding at 11:00 a.m. and use the Train Depot on Friday night if available and on Saturday morning. Motion carried 3-0.

## **TASTE OF SCOUTING**

Ed Messmer, representing Holy Family Venture Troop 185, asked to use the Buehler Plaza area and shelter houses for their second annual Taste of Scouting event on Saturday, June 12, 2010. Set up will begin at 8:00 a.m. with the event scheduled from 4:00 p.m. to 8:00 p.m.

A **motion** was made by Mayor Schmitt and seconded by Thomas Schmidt to approve the request for the Taste of Scouting event on June 12, 2010 from 8:00 a.m. until conclusion approximately at dark on condition they follow the guidelines and rules and meet the insurance requirements. Motion carried 3-0.

## **SOUTHERN INDIANA LEATHERNECKS 5K RUN/WALK**

Dave Englert, representing the Marine Corps League Southern Indiana Leathernecks, asked permission to hold their 6<sup>th</sup> Annual Armed Forces Day 5K Run/Walk on Saturday, May 15, 2010. The route, which is the same as last year, will begin at the Jasper Youth Sports Complex. Englert said the only change is that the event will begin at 9:00 a.m. instead of 8:00 a.m. Part of the route is on City streets and part of it is on County roads. Englert said he will also ask the County to approve their portion of the route.

A **motion** was made by Mayor Schmitt and seconded by Ambrose 'Butch' Schitter to approve the request to use the City streets for the 6<sup>th</sup> annual Armed Forces Day 5K Run/Walk on May 15, 2010 on condition they follow all guidelines as set forth by the City. Motion carried 3-0.

## **ROAD INVENTORY**

City Engineer Chad Hurm presented a map that indicated the additional miles for 2009 that will be added to the City's existing mileage. He pointed out the 1.85 miles of streets that are being added to our road inventory. Hurm said the City must maintain the streets for one year before claiming them on inventory.

Mayor Schmitt then presented Resolution No. BPWS 2010-1 entitled “A Resolution of the Board of Public Works and Safety of the City of Jasper, Indiana, Regarding Road Inventory” and asked the Board for its consideration.

A **motion** was made by Ambrose ‘Butch’ Schitter and seconded by Thomas Schmidt to adopt Resolution No. BPWS 2010-1. Motion carried 3-0.

### **ENGINEER REPORTS**

**Multi-Use Path.** City Engineer Chad Hurm said a preconstruction meeting regarding the St. Charles Street Multi-Use Path project was held. They are looking at mid to late March for a start date.

Mayor Schmitt said at the last meeting Hurm said he is still working on a contract for the construction engineering portion of this project. A motion was approved to allow the City to enter into an agreement with Clark-Dietz, with INDOT’s approval, for the amount they are asking, but not to exceed \$62,960.00. Schmitt said we now have the contract and it meets all the requirements. The board members were asked to sign the contract.

**4<sup>th</sup> Street Project.** Hurm gave an update on the 4<sup>th</sup> Street project and said final casting is in place.

### **NEW SOLID WASTE DIRECTOR**

Street Commissioner Raymond Eckerle said he met with the new solid waste director and she wants to look at more ways to recycle. He also said we need someone to focus on recycling because our numbers show the amount of recycling is down and she is willing to do that.

### **JUNK ASSET**

Fire Chief Kenneth Hochgesang asked permission to remove and dispose of asset #100401, an inkjet printer all-in-one, because it is no longer functioning.

A **motion** was made by Mayor Schmitt and seconded by Thomas Schmidt to remove asset #100401 from the asset list. Motion carried 3-0.

### **ANNUAL FIRE INSTRUCTORS CONFERENCE**

Fire Chief Kenneth Hochgesang asked permission to allow four firefighters to attend the annual FDIC show on April 21, 22, and 23, 2010 at Indianapolis. For lodging there is a three-night minimum stay and they will need two rooms.

A **motion** was made by Mayor Schmitt and seconded by Ambrose ‘Butch’ Schitter to approve no more than four firefighters to attend for three days. Motion carried 3-0.

### **FIRE DEPARTMENT – 2009 ACTIVITY REPORT**

Fire Chief Kenneth Hochgesang presented reports containing activity information such as responses by type, response time, etc. for the fire department for 2009.

## **POLICE DEPARTMENT REPORTS**

**Conference.** Police Chief Douglas Tarvin reported that he and the assistant chief attended the Indiana Association of Chiefs of Police conference and it was a good conference.

**Activity Report.** Chief Tarvin presented the January, 2010 Jasper Police Department Monthly Activity Report.

**Five-Year Comparison Report.** Tarvin presented the five-year comparison report for the Board to review. The report contained the police department activity information for the years 2005 through 2009.

## **POLICE DEPARTMENT SOFTWARE**

Police Chief Douglas Tarvin said at the last meeting the Board accepted a quote from Eck-Mundy for \$1,000.00 for certain software to make the new computer server compatible with the CAD system. Since that meeting, Eck-Mundy informed Tarvin that they will not be able to provide the software update and recommended purchasing the item from K & K Solutions since they can provide it immediately.

Tarvin said the quote from K & K Solutions was for \$1,610.00. There is a \$12.00 fee for shipping.

A **motion** was made by Mayor Schmitt and seconded by Ambrose 'Butch' Schitter to withdraw the award to Eck-Mundy for \$1,000.00 per their correspondence and accept the quote from K & K Solutions for \$1,610.00 plus shipping because this is the vendor the other software is through. Motion carried 3-0.

## **MEETING WITH ADVANCED COMMUNICATIONS**

Police Chief Douglas Tarvin said there is a meeting this afternoon with Advanced Communications and an ICOM representative to discuss issues with the new radio equipment.

## **QUOTES FOR WEBSITE DESIGN CONTINUED**

Kurt Heim said he reviewed the quote from Blind Acres Media and it meets the specifications. He is concerned about the payment schedule. They have April 15 for the completion date. Heim said he was hoping for one month but he does not see that time frame being a problem.

City Attorney Sandra Hemmerlein said they suggested we use Blue Host to host the website. PSC currently hosts the City's website. The quote also says Blind Acres Media charges an hourly rate of \$125.00 per hour. They need to have a specific amount of dollars or a not-to-exceed amount.

A **motion** was made by Mayor Schmitt and seconded by Ambrose 'Butch' Schitter to accept the quote from Blind Acres Media not-to-exceed \$14,000.00 and contingent we can work out a payment schedule to our satisfaction and work out any other details we may have. Motion carried 3-0.

### **CONTRACT FOR CODE BOOK UPDATE**

City Attorney Sandra Hemmerlein presented a contract for services between the City of Jasper and the Indiana 15 Regional Planning Commission to update the Jasper Code of Municipal Ordinances to include ordinances adopted in 2009. The estimated cost to update the code book is approximately \$3,200.00. The Commission has been updating the City's code book on a yearly basis.

A **motion** was made by Mayor Schmitt and seconded by Thomas Schmidt to approve the contract with Region 15 not to exceed \$3,200.00. Motion carried 3-0.

### **CHAMBER of COMMERCE CONTRACT FOR SERVICES**

City Attorney Sandra Hemmerlein presented a contract for services between the City of Jasper and the Jasper Chamber of Commerce for 2010. The contract amount is \$4,000.00 which is for services to promote the City and for membership dues.

A **motion** was made by Mayor Schmitt and seconded by Ambrose 'Butch' Schitter to approve the contract for services with the Chamber of Commerce for \$4,000.00 that includes the City's membership into the Chamber. Motion carried 3-0.

**CLAIMS.** The claims against the City from January 8, 2010 to February 4, 2010 were presented to and examined by the board. Those claims found to be just, due and owing were approved 3-0 upon **motion** by Thomas Schmidt and seconded by Ambrose 'Butch' Schitter.

**ADJOURNMENT.** There being no further business to come before the board, a **motion** was made by Thomas Schmidt and seconded by Ambrose 'Butch' Schitter to adjourn the meeting. The motion carried 3-0 and the meeting adjourned at 9:15 a.m.

The minutes were hereby approved \_\_\_\_ with X without correction or clarification this 23<sup>rd</sup> day of February, 2010.

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**Mayor William J. Schmitt**  
**Presiding Officer**

**Attest:**

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**Juanita S. Boehm, Clerk-Treasurer**

Margaret A. Kress, Recording Secretary